



# Maricopa County Justice Courts, Arizona

CASE NUMBER: \_\_\_\_\_

( ) -  
Plaintiff(s) Name / Address / Phone

( ) -  
Defendant(s) Name / Address / Phone

( ) -  
Attorney for Plaintiff(s) Name / Address / Phone

( ) -  
Attorney for Defendant(s) Name / Address / Phone

## REQUEST TO TRANSFER CASE DESIGNATED AS A SMALL CLAIM TO THE CIVIL DIVISION

I am the ☐ Plaintiff ☐ Defendant in this action.

☐ The hearing in this matter has not yet been set.

☐ There remains at least ten (10) judicial days before the scheduled hearing.

Pursuant to [ARS 22-504A](#), I object to this matter being heard in the Small Claims Division and request that it be transferred to the Civil Division of the Justice Court, and be heard under the provisions for civil actions.

Date: \_\_\_\_\_  
☐ Plaintiff ☐ Defendant

## NOTICE OF TRANSFER TO THE CIVIL DIVISION AND NOTICE OF REQUIRED DISCLOSURE

☐ Defendant has requested that this case be transferred to the Civil Division.

☐ Defendant has obtained counsel.

☐ A counterclaim exceeding the jurisdiction of the Small Claims Division has been filed.

**THIS MATTER IS** transferred to the Civil Division of the Justice Court.

The parties are advised of the new case number assigned for all further filings and proceedings: \_\_\_\_\_

☐ The Small Claims Hearing scheduled for \_\_\_\_\_ has been vacated.

**YOU ARE REQUIRED** by Arizona Rules of Court, Rule 26, to exchange a disclosure statement with the opposing party. The Disclosure Statement is required to be exchanged on or before 5:00 PM on \_\_\_\_\_

☐ A Disclosure Statement form is enclosed for the pro per litigant.

Date: \_\_\_\_\_  
Justice of the Peace

I CERTIFY that I delivered / mailed a copy of this NOTICE OF TRANSFER and NOTICE OF REQUIRED DISCLOSURE to:

☐ Plaintiff at the above address ☐ Plaintiff's attorney ☐ Defendant at the above address ☐ Defendant's attorney

Date: \_\_\_\_\_ By \_\_\_\_\_  
Clerk